

**TOWN OF AMHERST SENIOR SERVICES
MINUTES OF ADVISORY BOARD MEETING
Wednesday, September 13, 2023**

PRESENT: James Bardot, Chairperson, Senior Services Advisory Board; Asst. Chief Michael Camilleri; Rev. Susan Frawley; Ann Nichols; Del Szczesniak; Julie Whitbeck-Lewinski; Melissa Abel, Director, Amherst Center for Senior Services; Honorable Deborah Bruch Bucki, Councilmember/Liaison to Senior Services Department; Mary-Diana Pouli, Executive Director, Amherst Youth & Recreation Department; Tammy Jacobs, Program Coordinator

EXCUSED: Aaron Carlson, Rhonda Frederick, Dal Giuliani

Report from Chairperson Jim Bardot: Meeting called to order at 8:38am (technical difficulties). Motion to approve June 14th minutes made by Del Szczesniak, seconded by Mike Camilleri. Jim is working on information for a resolution requesting us to pursue accreditation.

Review of By-Laws: Mary-Diana was unanimously approved as ex-officio. This will go to the Town Board for approval. There were no questions or additions to the final review of the By-Laws. It will be moved to a vote at the October meeting.

Mission Statement: The Board discussed the mission statement & what they thought of it. Some of the opinions expressed were:

- The statement has good ideas & is more succinct
- The first sentence is a concise summary of what our mission is.
- The “purpose” is what our vision is.

Melissa expressed appreciation for the staff involvement in creating the Mission Statement. They put a lot of thought into it and she would like them to work with the Advisory Board to come up with a final Mission Statement. Sue & Jim will work with the staff to finalize the Statement - its values and vision.

Report from Amherst Senior Services Director, Melissa Abel:

- Fall classes & programs have begun at the NWACC & we are presently working on staffing for this location. The Social Work staff & Senior Outreach have offices there.
- The Center has a new Facebook page. Please follow & Like us at: Amherstnyseniorcenter
- We are reformatting our Newsletter & Class Catalog to accommodate the increase in classes & programs at the NWACC and other locations. A bid will go out for a new printing contract. Currently, the Newsletter is not under contract. We need to have a contract & insurance with all vendors. Funding to support a new print contract has been requested in the 2024 budget.
- Budget 2024: Requests were made for 4 new staff positions (Social Work, Recreational, Laborer & Clerical) and an increase in revenue was requested for printing & nutrition (due to the increase in food costs).
- Budget 2023: Additional revenue is needed to cover escalating food costs & the rising number of participants in the nutritional frozen meal program. An additional \$60,000 is required to cover costs until the end of this year. An RFP was awarded to us by the County for the Congregate Dining contract.
- Senior Outreach has seen an increase in cases. They had 12 new cases late last week. It takes 3 hours to complete the initial paperwork for each new client. Increases are due to a rise in mental health cases, loss & grief short term counseling & increased assistance with filling out paperwork for benefits.
- We are working on new onboarding of volunteers. Volunteers will be recruited for Ready Academy again this year.
- Building update: There have been a number of delays installing the new rugs. Some installation concerns need to be fixed. The kitchen grease traps will be replaced soon.

Report from Debbie Bucki: Debbie congratulated the staff for the grand opening of the NWACC. It was a beautiful event. The intergenerational aspect is very important. The 2024 Budget timetable is coming up. It's a busy time for the Town Board. Please let her know if anything needs to be modified.

Report from Tammy Jacobs: The Senior Center Open House was held on September 12th. We had 15 new members sign up between 3-6pm. Programming & classes have started at NWACC. University Express Classes will run from October through mid-December.

Report from Representatives' Council President, Del Szczesniak: Everything is good & members seem happy. They like the new rug & the activities being offered at NWACC and are less unhappy since their fears of us not staying a Senior Center are gone. They are excited about the Fall classes.

Member Reports:

Michael Camilleri: The Amherst Police 100th year anniversary is going well with various events planned. The Citizen Police Academy started up again. There have been a number of retirements that they are working to fill.

Adjourn: Meeting adjourned at 9:25am. Motion by Julie Whitbeck-Lewinski, 2nd by Del Szczesniak.

Respectfully submitted by Melissa Abel

***The next Advisory Board Meeting is scheduled for Wednesday, October 11, 2023 at 8:30am
370 John James Audubon Parkway***